

A REQUEST FOR PROPOSAL FOR PERSONAL SERVICES CONTRACT

Department of Highways
Professional Services Procurement Bulletin 2014-03
Clay / KY 2432 / 11-8001

This document constitutes a Request for Proposals for Personal Service Contract from qualified individuals and organizations to furnish those services as described herein for the Commonwealth of Kentucky, Department of Highways.

I. PROJECT DESCRIPTION

County – Clay

Route – KY 2432

Item No – 11-8001.00

Project Description – Reconstruct KY 2432 from second street in East Manchester North to the Left Fork of Coal Hollow Road with an alternate to reconstruct KY 3472 from US 421 in Manchester East to provide a more direct connection with KY 2432.

II. PROJECT INFORMATION

Project Manager – David Fields, P.E.

User Division – Highway Design

Approximate Fee – \$500,000 Final Roadway Design (Lump Sum)

Project Funding – State-funded (SPB)

Project Length – 1.5 Miles

III. PURPOSE AND NEED

The purpose of this project is to improve the roadway typical section, vertical and horizontal geometry, drainage, and roadside clear zone for motorist's safety.

IV. DBE REQUIREMENT

None

V. SCOPE OF WORK

The selected Consultant will be required to **Preliminary Engineering and Final Roadway Design** engineering services, including the preparation of any design studies, drainage design, right-of-way plans, construction plans, traffic control plans, and cost estimates. **Structure design may be added by contract modification.**

VI. SPECIAL INSTRUCTIONS

The Department may retain any of the advertised services to be performed by in-house state forces.

Instructions for Response to Announcement can be found at:

<http://transportation.ky.gov/Professional-Services/Pages/Respond-to-an-Announcement.aspx>

VII. AVAILABLE STUDIES

[Memorial Drive Color.pdf](#)

[11-8001 00 Project Scope.pdf](#)

Additional project files are available on the KYTC FTP site. These files are in five folders Coal Hollow Topo, Existing KY 2432 Mapping, GIS Data, Memorial Drive Mapping, Proposed Files. The FTP site is located at:

<ftp://kycftp.kytc.state.ky.us/11-8001.00%20KY%202432%20Reconstruction/>

Username: Transportation/KYTC

Password: bigfiles

VIII. METHOD OF DESIGN

The selected Consultant shall utilize the most recent CADD Standards for Highway Plans Policy in the development of the highway plans.

IX. ENVIRONMENTAL

The Department will provide any necessary Environmental Services.

X. PHOTOGRAMMETRIC SERVICES

The Department will be responsible for obtaining the aerial photography and will furnish manuscripts on computer disks in DGN format.

XI. STRUCTURE DESIGN

The Consultant shall provide the necessary engineering service to submit an Advanced Situation Folder(s) to the KYTC for the appropriate applicable structure(s). The Structure Design will be performed by the Consultant. Prequalification in the area of structure design is required to be identified in the consultant's Response to Announcement.

XII. GEOTECHNICAL SERVICES

The Department will provide all Geotechnical Services required for the project.

XIII. TRAFFIC

Traffic projections and related information will be provided by the Department.

XIV. UTILITY DESIGN

The selected Consultant may be required to provide utility related services for this project, which may include construction inspection.

XV. PREQUALIFICATION REQUIREMENTS

To respond to this project, the consultant project team must be prequalified in the following areas by the date of this advertisement.

ROADWAY DESIGN

- Rural Roadway Design
- Urban Roadway Design
- Surveying

STRUCTURES

- Spans under 500 feet

XVI. PROCUREMENT SCHEDULE

Dates other than Response Date are tentative and provided for information only.

RESPONSE DATE • October 2, 2013 4:30 p.m. E.S.T. (Frankfort time)

FIRST SELECTION COMMITTEE • October 8, 2013

SECOND SELECTION COMMITTEE • October 23, 2013

PRE-DESIGN CONFERENCE • October 30, 2013

TENTATIVE DEADLINE FOR CONSULTANT FEE PROPOSAL • November 8, 2013

CONTRACT NEGOTIATIONS • November 22, 2013

NOTICE TO PROCEED • January 1, 2014

XVII. PROJECT SCHEDULE

FINAL JOINT INSPECTION • June, 2015

ADVANCED SITUATION FOLDER SUBMITTED • June, 2015

R/W PLANS SUBMITTAL • July, 2015

FINAL ROADWAY PLANS • July, 2016

XVIII. EVALUATION FACTORS

Consultants will be evaluated by the selection committee based on the following, weighted factors:

1. Relative experience of consultant personnel assigned to project team with highway project for KYTC and/or federal, local or other state governmental agencies. (15 Points)
2. Capacity to comply with project schedule. (10 Points)
3. Past record of performance on projects similar in type and complexity. (15 Points)
4. Project approach and proposed procedures to accomplish the services for the project. (20 Points)
5. Consultant's offices where work is to be performed. (2 Points)

For state-funded projects, if a Selection Committee vote results in a tie between two (2) firms, one (1) of which will perform more of the work tasks in Kentucky than the other, then the former firm shall be ranked one (1) place ahead of the latter.

XIX. SELECTION COMMITTEE MEMBERS

1. David Fields, P.E., User Division
2. Eileen Vaughan, P.E., User Division
3. John Moore, P.E., Secretary's Pool
4. Rachel Mills, P.E., Secretary's Pool
5. James Rogers, Governor's Pool

